

# OFFICE OF INTERNAL AUDIT



The Office of Internal Audit is an independent, objective assurance and consulting activity designed to add value and improve the City's operations. The Office of Internal Audit helps the City accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and the governance processes.

The Office of Internal Audit reviews the reliability and integrity of information, compliance with policies and regulations, the safeguarding of assets, the economical and efficient use of resources, and established operational goals and objectives. Internal audits encompass financial activities, operational activities and contracts with outside vendors.

The Internal Audit Ordinance established the Office of Internal Audit as an independent department reporting to an Audit Committee comprised of five representatives from the community at large. One City Councilor, elected annually by the Council, and one member of the Administration serve as ex officio members of the Audit Committee.

## Mission

To promote accountability and improve the operation of City Government.

Operating Fund Expenditures by Category (\$000's)	ACTUAL FY/03	ORIGINAL BUDGET FY/04	REVISED BUDGET FY/04	ESTIMATED ACTUAL FY/04	APPROVED BUDGET FY/05	APP 05/ EST ACT 04 CHG
Personnel	698	739	739	704	898	194
Operating	24	29	29	29	280	251
Capital	2	0	0	5	0	(5)
Transfers	37	5	5	5	7	2
<b>TOTAL</b>	<b>761</b>	<b>773</b>	<b>773</b>	<b>743</b>	<b>1,185</b>	<b>442</b>
<b>TOTAL FULL TIME POSITIONS</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>	<b>1</b>

## BUDGET HIGHLIGHTS

Appropriations for FY/05 include funding for a new Audit Supervisor M-17 position to review audits and help expedite the release of final audit reports. Operating appropriations of \$250 thousand are added to the Office of Internal Audit to fund a new Inspector General service activity.

(\$000's)	ACTUAL FY/03	ORIGINAL BUDGET FY/04	REVISED BUDGET FY/04	ESTIMATED ACTUAL FY/04	APPROVED BUDGET FY/05	APP 05/ EST ACT 04 CHG
<b>PROGRAM STRATEGY SUMMARY BY GOAL:</b>						
<b>GOAL 8: GOVERNMENTAL EXCELLENCE AND EFFECTIVENESS</b>						
<u>GENERAL FUND - 110</u>						
OFFICE OF INTERNAL AUDIT	761	773	773	743	1,185	442
<b>TOTAL GOAL - 8</b>	<b>761</b>	<b>773</b>	<b>773</b>	<b>743</b>	<b>1,185</b>	<b>442</b>
<b>TOTAL APPROPRIATIONS</b>	<b>761</b>	<b>773</b>	<b>773</b>	<b>743</b>	<b>1,185</b>	<b>442</b>

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<b><i>PRIOR YEAR ACCOMPLISHMENTS</i></b>
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- Completed fifteen audits of City departments, divisions, processes and contracts.
- Followed up on nine previously issued audits; 82% of audit recommendations were fully or partially implemented at the time of follow-up.
- Analyzed the City-prepared proposal for the managed competition for management of the Albuquerque Convention Center.
- Identified potential savings, avoided costs and increased revenues equal to more than 440% of the Office of Internal Audit's final budget.
- Responded to more than 80 requests for assistance from City employees and managers.
- Participated on numerous committees and task forces at the request of the City Council and the Administration.